Meeting Minutes

# Weekly Meeting with 6.TUES-18.30-3/Mr Mohammad Ali

# Meeting No: 8

## Meeting Details

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| --- | --- |
| Date: | 29/08/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Oscar Ling  Indirakshi Sreeram  Andhika Rakha  Yuepeng Du |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Conducted sprint retro. |
| 2 | Went over deadlines and actioned items |
| 3 | Clarified doubts/questions |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Have code completed | All Members | 08/09/2020 |
| 2 | Work on “Confirm Registration” & and work on DBMS | Oscar Ling | 08/09/2020 |
| 3 | Focus on DBMS for now. Work on “Add Employee” | Yuepeng Du | 08/09/2020 |
| 4 | Start “User Profile” | Indirakshi Sreeram | 08/09/2020 |
| 5 | Work on “Booking View” & DBMS | Andhika Rakha | 08/09/2020 |